



REQUEST FOR PROPOSALS (RFP) 2019

Kansas Clean Diesel Program for Diesel School Bus Fleet Improvement Projects¹

Section 1. Summary - Opportunity for School Districts

The Kansas Department of Health and Environment (KDHE) has received funding for early school bus replacements. School districts in Kansas that own their fleets are eligible to apply for funding.

School districts may apply to KDHE beginning November 6, 2019. Applications must be submitted via e-mail by 5:00 PM Central Daylight Time on January 7, 2020.

The Environmental Protection Agency (EPA) awarded funds in 2019 to Kansas and other states as part of the on-going National Diesel Emissions Reduction Act (DERA) State Grant Program. KDHE will provide partial reimbursement of up to 25 percent of the total cost of a new school bus that will be purchased to replace an older diesel-powered bus still in daily use by the district. **This is a reimbursement program.** Districts that receive an award under this RFP must initially pay the vendor for the entire project. After all requirements are verified, KDHE will reimburse the school for the amount agreed upon and stated in the resulting written agreement.

Section 2. Who is eligible to apply?

This opportunity is available to Kansas school districts that own their fleets. **Each application may include up to three buses.** Privately owned bus companies are not eligible. Entities or individuals who have been debarred, suspended or otherwise excluded from participation in federal assistance programs under Federal Register Executive Order 12549 "Debarment and Suspension," are not eligible to receive an award from the Kansas Clean Diesel Program. The applicant is required to certify that the applicant's school district is eligible to participate.

Section 3. Financial Match Requirement

Per federal requirement, up to 25 percent of the total project cost may be awarded to a district. Therefore, a financial match from the district is required for all projects. The difference between the total cost of the project and the amount the district is to be reimbursed will be considered the district's match amount. Please refer to the following examples to calculate the required match.

- **Example 1: One replacement school bus**
Total cost of bus = \$95,000
Award maximum from KDHE = 25%: (.25) X (\$95,000) = \$23,750.00
Match required from district = 75%: (.75) X (\$95,000) = \$71,250.00
- **Example 2: Two replacement school buses**
Total cost of bus 1 = \$95,000
Total cost of bus 2 = \$100,000
Award maximum from KDHE = 25%: (.25) X (\$95,000 + \$100,000) = \$48,750
Match required from district = 75%: (.75) X (\$95,000 + \$100,000) = \$146,250

¹ This opportunity includes funds from the VW trust allocation for the State of Kansas (DERA-VWEMT-2).

- **Example 3: Three replacement school buses**

Total cost of bus 1 = \$95,000

Total cost of bus 2 = \$100,000

Total cost of bus 3 = \$110,000

Award maximum from KDHE = 25%: $(.25) \times (\$95,000 + \$100,000 + \$110,000) = \$76,250$

Match required from district = 75%: $(.75) \times (\$95,000 + \$100,000 + \$110,000) = \$228,750$

Section 4. Requirements for Bus Replacement per EPA

4.1 School bus early replacements must meet the following criteria per EPA:

- Diesel powered school buses with engine model years between 1996 and 2006 are eligible for funding. (Please note: 2007 - 2009 engine model years are eligible for replacement if the new bus or buses are all-electric powered)
- The old bus to be replaced must be diesel powered and expected to be in active use. The purpose of the project is to remove an older bus still in daily use and replace it with a new, less-polluting bus. New replacement buses that use alternative fuels (or are all-electric as stated above) are eligible for funding in addition to buses that are diesel powered.
- The bus to be replaced must currently be in use as part of normal fleet operations to carry students on daily routes to and from school. The new bus must be used for the same purpose as the old bus it will replace.
- For the purposes of the Program, buses include school buses of Type A, B, C and D. To be eligible as a school bus a vehicle should meet the definition of a school bus as defined by the National Highway Transportation Safety Administration. This definition includes, but is not limited to: 1) A bus that is used for purposes that included carrying students to and from school or related events on a regular basis; 2) Be identified with the words "School Bus"; and 3) Be painted National School Bus Glossy Yellow.
- The new bus must be equipped with an EPA-certified engine configuration that meets the latest EPA emission standards.
- The goal of this project is to reduce diesel emissions from diesel fleets. Destruction of the old bus is required. Also, idling reduction technologies are optional for this opportunity. Please review the following subsections for details.
- Each awarded district must submit at least two bids for each bus in the awarded project.

4.2 Destruction of the old bus engine and chassis:

- This program requires that the bus being replaced be destroyed at the end of the project. A large hole, at least 3” across, that leaves no room for doubt that the engine is indeed destroyed, must be cut through the engine block (the part of the engine containing the cylinders).
- The chassis of the vehicle being replaced must be disabled by cutting through the frame on each side at a point located between the front and rear axles to assure that it will not be resold to another entity.
- The destroyed engine or chassis may be sold as scrap. Any payment received for scrap must be applied toward the school’s match amount. The amount of the payment must be reported to KDHE, but will not affect the amount of the award to the school.
- Prior to destruction of the old bus, items such as mirrors, windows, seats and wheels may be removed and kept by the school for use on other buses.
- Photographic evidence of destruction is required as part of the verification process that will be performed by Kansas Clean Diesel Program staff.

4.3 School bus idling reduction technology is optional; however, projects must meet the following criteria for funding through this opportunity:

- Fuel operated heaters (FOH) are auxiliary technologies that help reduce the amount of time the main engine idles. The cost of the purchase and installation of an FOH may be added to the final cost of the bus. Any FOH added to a bus must be on the EPA list of approved technologies on this website: <https://www.epa.gov/verified-diesel-tech/smartway-verified-list-idling-reduction-technologies-irts-trucks-and-school>. Page 8 of the table contain a listing of fuel operated heaters that are verified idling reduction technologies for school buses.

Section 5. Application and Project Information

5.1 Application and Project Due Dates

START AND END DATES: School districts may apply to KDHE beginning November 6, 2019. Applications must be submitted via e-mail by 5:00 PM Central Daylight Time on January 7, 2020. Receipt of applications by KDHE will be confirmed via e-mail from a KDHE representative. Schools will be notified whether or not they have been selected to receive an award.

No district may submit multiple applications. A district may submit one application with up to three buses included. KDHE reserves the right to fund only a portion of the amount a district requests if deemed necessary to maximize the number of awards KDHE can provide.

5.2 Application Details

The application must be submitted to KDHE by e-mail. It is in the form of an Excel document. **All information must be included for the application to be considered eligible.** The application is located on the Kansas Clean Diesel Program website: <http://www.kdheks.gov/bar/air-monitor/dieselgrant.html>

There are four tabs on the Excel document.

Tab 1 – Introduction: Instructions for the applicant to use in filling out the other sheets.

Tab 2 – Applicant Information: Enter district contact and proposed project information here.

Tab 3 – Fleet Information: Enter proposed project fleet information here.

Tab 4 – Certification Statement: Provide name and date here.

The information requested will enable the Kansas Clean Diesel Program staff members to evaluate each application and determine eligibility. **Please provide all requested information.**

Questions regarding this RFP or the application form may be directed to KDHE by sending an e-mail to the following e-mail address: kathleen.waters@ks.gov. Questions and answers will be posted on the Frequently Asked Questions page on the KDHE Clean Diesel website.

Section 6. Selection Process

The Kansas Clean Diesel Program will choose projects through a random drawing. All applications deemed to meet the requirements of this RFP will be assigned a random drawing identifier. **For the 2019 round KDHE will prioritize eligible school district applications that did not receive a Kansas Clean Diesel award during the last round over districts that did receive awards.** If projects are withdrawn or found to be ineligible for funding, then it is possible that funds could be offered to applicants next in line for an award or to districts that received awards during the last round.

Section 7. Programmatic and Administrative Conditions

Districts that are selected for awards will complete a written agreement with KDHE. The agreement will outline all of EPA's Programmatic and Administrative Conditions associated with the acceptance of funds. Subjects in the Programmatic and Administrative Conditions include, but are not limited to, competitive bidding, invoice and payment documentation, vehicle and equipment scrappage, reporting, coordination responsibilities, onsite visits, photographic requirements, and equipment use. To see the EPA Assistance Agreement that contains all Programmatic and Administrative Conditions pertaining to this grant please visit the following webpage: <https://www.epa.gov/grants/grant-terms-and-conditions>.